



REGULAR BOARD MEETING
University Park Plaza
University Conference Room A – 4th Floor
2829 University Avenue S. E.
Minneapolis, Minnesota 55414

Minutes

March 21, 2008

- Members Present:** Kathleen Beehler, LSW
William Cullen, Secretary-Treasurer
David Hallman, LSW, Chair
Mary Casey Ladd, LICSW
Peter Langseth, LSW
Kenneth Middlebrooks, Public Member, Vice Chair
Tamerlee Ruebke, LSW
Beverly Ryan, LISW
- Members Absent:** Robin Bode, LSW
Rosemary Kassekert, Public Member
David Sandry, Public Member
Antonia Wilcoxon, Public Member
- Staff Present:** Louis Hoffman, Director of Compliance
Brenda Mammenga, Recording Secretary
Sheryl McNair, LICSW, Staff Social Worker
Connie Oberle, Office Manager
Kate Zacher-Pate, LSW, Executive Director

1. PROPOSED AGENDA

Chair Hallman called the meeting to order at 10:05 a.m.; a quorum was present. The Board unanimously approved the agenda with the exception of adding Conferences as a new item after Committee and Liaison Reports.

2. MINUTES FOR JANUARY 18, 2008 MEETING [Attached]

The January 18, 2008 Board Meeting minutes were unanimously approved by the Board.

3. EXECUTIVE DIRECTOR'S REPORT [Attached]

Zacher-Pate reported the following:

A. Report on Transition [Oral Report]

- The transition into this position has gone smoothly with the extra responsibility and delegation of duties. Staff has been incredible and the full-time Assistant Director position is vacant.

B. Strategic Plan Status Report [Attached]

- Frank Merriman's Excel chart will continue to be used for the time being for this report which includes the Strategic Plan initiatives and the Executive Director Work Plan with initiatives and target dates. This plan will be discussed further in number 10 of this agenda.

C. Statistics [Attached]

- Graduations in spring cause an increase in applications for licensure and on-line applications are at 67%. Online renewals are at 64% and have been available for four years.
- Online applications and renewals are valuable from the customer perspective because it is available 24 – 7 and it is cost effective because it reduces time in processing.
- A high priority IT project is to develop an effective way to generate data which will produce clear and informative compliance statistic reports.

D. Staffing Status and Hiring Restrictions [Attached]

- The Governor has declared state government hiring restrictions, but not a freeze. This means that we will still be able to fill our Assistant Director position because it is a critical and essential position and will be posted as an internal promotion. The position was posted yesterday, which if filled internally, leaves another critical and essential position open that we hope to post to both current state employees and outside candidates.

E. Update on Board Member Appointments [Oral Report]

- "Board Members' Terms" and "Distribution of Board Members" was distributed. Technically, we currently have five vacancies and six anticipated vacancies in January 2009, so the Board will have a lot of transition in membership.
- Board members were encouraged to reapply directly with the Secretary of State if they are interested.
- Annie Paruccini, the Governor's Appointment Secretary, said she has no conclusive information about our Board's reappointments, and perhaps the Board would consider simplifying its statutory requirements so that appointments wouldn't be so difficult to make. Also, the Governor wants to fill all the vacancies at once. Zacher-Pate will meet with Paruccini on April 2 regarding these matters.

F. Compliance Video Production [Oral Report]

- After years of discussion by the Board and as part of the Strategic Plan, we have entered into an inter-agency agreement with Century College to produce a compliance video. Hoffman, Mammenga and Zacher-Pate are working with a production manager and script writer and it has been decided that the video will

be a voice over narrator production with action shots. The video will be used for social workers and the general public.

- Hoffman has been instrumental in giving guidance and drafting scenarios for the project. Middlebrooks will do a test run in the production studio and decide if he will be the narrator.
- There will be 5 DVDs, 2 video tapes and live stream capability on our website created from the production.
- The Board agreed to have the production filmed live for several action shots during the May meeting, and the Compliance Committee may do so at its May meeting, also. Everyone involved will be asked to sign a release.

G. Conference Attendance: [Attached]

- Information about conferences was distributed for consideration by the Board and Ladd, Middlebrooks and Ryan indicated interest in attending the ASWB Spring Education Meeting in Whitefish, Montana on May 15-18.
- No one indicated interest in the ASWB New Board Member Training on June 27-28 or August 22-24, the CAC Annual Meeting on October 27-29, or the ASWB Annual Meeting/Administrator's Forum on November 7-8.
- Hallman indicated interest in the CLEAR Conference September 24-25.

4. **COMPLIANCE COMMITTEE:** David Hallman, Ken Middlebrooks
Casey Ladd, Beverly Ryan

- Hallman reported and thanked Ladd and Ryan for becoming new members of the Committee.
- The Legislative Task Force recommended that the Committee review the compliance process every four years and it will do so. The Committee will invite several people from outside the Board to give comments and opinions in an effort to make the compliance process more efficient and effective.

(Executive Session: The meeting closed to the public at 11:25 a.m.)

Hoffman introduced the following cases:

1. In the Matter of Catherine E. N. Anderson, LICSW License No. 8214. **The Compliance Committee's recommendation to approve the Amended Stipulation and Order, which suspends and stays Catherine E. N. Anderson's license, was approved by the Board with one abstention and one vote against, with the further amendment to the Amended Stipulation that Licensee shall have no personal or professional relationship with the client or financial transactions between them except for reimbursement of the debt under the Amended Stipulation and Order.**

2. In the Matter of Mark A. Ihle, LSW License No. 7260. **The Compliance Committee's recommendation to approve the Stipulation and Order, which reactivates, suspends, stays the suspension, conditions and restricts Mark A. Ihle's License, was unanimously approved by the Board.**

(The meeting reopened to the public at 11:45 a.m.)

5. COMMITTEE & LIAISON REPORTS

A. Advisory Committee: Antonia Wilcoxon [Attached]

- Zacher-Pate reported the committee discussed membership, creating new by-laws, and officer appointments at the February 1 meeting.

B. ASWB: Kathy Beehler

- Beehler reported that the Ontario College of Social Workers and Social Service Workers has submitted an application for membership to ASWB. ASWB's Board of Directors intends to make a final decision on the application at its May 15, 2008 meeting.
- Middlebrooks was congratulated for his appointment to the ASWB ESL Task Force which is scheduled to meet in September 2008.

A motion was made by Langseth, and seconded by Beehler, to approve sending Ladd, Middlebrooks, Ryan and one Board Staff Member to the ASWB Spring Education Meeting in Whitefish, Montana on May 15-18, to build a foundation of influence with ASWB in the future. The motion carried unanimously.

C. Compliance Education Outreach Committee: Antonia Wilcoxon

- McNair reported Hoffman, Hallman and McNair would be presenting at the MSSA Conference next Friday and that she would be filling in for him at the Minnesota Psychological Association Conference in April.
- Hoffman will talk about compliance at the NASW Conference in June. Compliance presentations are also slated for the DHS 2008 Age & Disability Odyssey Conference in August and the St. Louis County Conference in October.

D. Council of Health Boards: Rosemary Kassekert

In Kassekert's absence, there was no report.

E. Finance Committee: Bill Cullen (Distributed)

- Cullen reported revenue is exceeding expenditures and there will be a financial analysis in the near future about whether the Board will recommend a licensure fee change, and preparation for the biennial budget.

F. HPSP: Rosemary Kassekert

In Kassekert's absence, there was no report.

G. Legislation & Rules Committee: Casey Ladd

- Ladd reported the Committee met March 18 and it heard from Ron Brandt from the Minnesota Association of Community Mental Health Centers, Karen Frees

who represented Home Health Care Social Workers and Anne McInerney who represented School Social Workers.

- There was discussion about the legislation passed last year in regard to the increase of supervision hours including the financial burden and how it may reduce the LICSW applicant pool.
- There were concerns about defining clinical social work. The 2007 legislation requires that applicants for the LICSW license need 1800 hours of clinical client contact during 4000 hours of clinical practice. It was suggested the 200 hours of supervision and 1800 hours of clinical client contact during 4000 hours be extended to a longer period of time.
- No recommendations on the supervision issue are being brought to the Board today, but there was discussion about meeting with representatives from various practice fields and to consider modifications to the new legislation or helping people meet the requirements.
- Anne Gearity, LICSW, commented that we can't sacrifice the development of clinicians because the system doesn't want to put money into clinical supervision. Therefore, our focus should be asking for supervision grants or developing a pro bono system at an affordable cost for social workers statewide.
- There is no specific work group for the supervision issue, but ASWB has formed a Task Force. Also, a list of supervisors who have met statutory requirements will be available on the Board's web site in the future.

H. Legislative Task Force: Peter Langseth

- Langseth reported the Committee meets the first Friday of each month and that the focus is modifying the current county licensure exemptions.
- The Committee met with Kate Lerner, Director and Legislative Liaison of the Minnesota Association of County Social Service Administrators (MACSSA), on January 30th to begin conversation about the Board's modification of the exemptions. There was discussion about legislation, the domino effect of exemptions on the counties, the effect the Board's compliance process may have on social workers and clients, and whether the counties should be involved in this process.
- On February 26 Lerner contacted Merriman by e-mail and asked that the following questions be answered before MACSSA would be willing to meet with Task Force members again: 1) what evidence do we have to suggest that the protection afforded to clients through the licensure appeals process is more effective than existing appeals processes? and 2) what will the likely impact of the proposed change be on county workforce availability, organizational culture/staff morale within the county, and the financial impacts on county budgets?
- We need to strategize about our best proposal to the counties and the legislature and we are gathering information on the county appeal process, the unintended consequences of grandparenting and the effectiveness of trained social workers in serving clients and reducing costs and turnover.
- The Committee is gathering information about other states' mandates in licensing county employees, and seeking support from advocacy groups and the Ombudsman.

- The Committee decided it should move the Legislative proposal on the exemptions from 2009 to 2011 as it is just beginning to work with the counties and there is much more ground work to cover.
- Langseth, who Chairs the Task Force, said the Board may want to consider that he is leaving the Board effective January 2009. The Task Force will need a new chair who is current with the issues.

I. Licensing Study Committee: Antonia Wilcoxon

In Wilcoxon's absence and a delayed agenda, there was no report.

J. OMHP: Robin Bode

In Bode's absence and a delayed agenda, there was no report.

6. CONFERENCES: Kate Zacher-Pate

- Ladd, Middlebrooks and Ryan indicated interest in attending the ASWB Spring Education Meeting in Whitefish, Montana on May 15-18, and the Board approved their attendance at the meeting.

7. PUBLIC COMMENT

- Ingram said he wanted to go on record as a member of the Advisory Committee to counter the notion that the Committee doesn't have confidence in the Board's compliance process because the Committee was seeking a review of the Board's compliance process regarding two cases that were brought before it. Ingram said that something positive may come from the review as best practices.
- Pam Luinenburg, Coordinator of the Minnesota Coalition of Licensed Social Workers, said she was pleased to hear there is more concerted effort by the Board to find new Board members and that the Advisory Committee is willing to offer suggestions because it has many contacts in the Associations. She also said that the Compliance video is a great project the Board has taken on and the Advisory Committee may be able to help with the video or offer questions that licensees may most likely want answered in the video. For instance, how does the compliance process work?

8. OTHER BUSINESS

There was no other business

9. RECOGNITION LUNCHEON: Tony Bibus, Retired Board Member and Frank Merriman, Retired Executive Director

The meeting was adjourned at 12:15 for lunch

10. FOLLOW-UP TO JULY 2007 BOARD STRATEGIC PLANNING [Attached]

Cindy Greenlaw Benton presided over the strategic planning meeting. The following Board members and staff were in attendance: (Beehler and Ruebke were present for part of this section of the meeting.)

Ken Middlebrooks
Casey Ladd
Kate Zacher-Pate
David Hallman
Peter Langseth
Sheryl McNair
Beverly Ryan
Bill Cullen


11. ROUNDTABLE

There was no roundtable discussion.

12. ADJOURN

The meeting adjourned at 2:35 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'WJ Cullen', with a long horizontal flourish extending to the right.

William Cullen
Secretary-Treasurer